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25X1

SUPPLIES OF PROCEEDINGS

CLANDESPINE SERVICES TRAINING OFFICERS MEETING

. 28 April 1955

| | 80 l'1 | for the Office of Training (OTR) a statement of DD/P requirements for the course in Expository Writing. Although no definite date has been set, the limit School plane to offer this course again in July and will issue a course announcement as soon as plans are firm. |
|------|---|--|
| 25X1 | 0582 | The stands conflict with the May VIP tour, the projected meeting of DD/P Reminding Officers will be scheduled for June, date to be en- |
| ?5X1 | DOC. NO. // NO. IS S. © RET. TYPE D. CFT // ORG C | In the absence of a specific statement of requirements, the C/CSTC will |
| | FLD NO. HANGED TO: Office Comp. L. AUTH: HR | C/CSTC amounced that a machine run of DD/P reports officers resulted in identifying five potential instructors for a course in Reports Writing. It has been agreed that DD/P will provide one senior and two junior reports officers to UPR to serve as instructors in the proposed reports course. |
| 25X1 | TASS C | was designated as the OTR contact to coordinate with ND/F representatives on OTR interests in the proposed Reports Manual which will serve as a guide for reports writing. |
| 25X1 | SI DECLARA VDATESO SI 1 2 CHEATIC SS CLEV CO | C/CSPC announced that the next meeting of CSTC would include discussion of the Administrative Refresher, the Cumulative Training Record Form, and requirements for The Chief, Basic School, agreed to send his representative to the meeting to answer questions regarding the Administrative Refresher. |
| 25X1 | IOB NO. IN CLASS NEXT REY NO. PGS. REV CLASS | |
| 25X1 | d a | C/CSTC will continue his effort to find sufficient annollments to prevent 25X |
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